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NASA Procedural Requirements

COMPLIANCE IS MANDATORY

NPR 3335.1I

Effective Date: June 20,

2016

Expiration Date: June 20,

2021

[Printable Format \(PDF\)](#)

Request Notification of Change (NASA Only)

Subject: Merit Promotion and Placement

Responsible Office: Office of Human Capital Management

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Chapter 5. Details

5.1 A detail is a temporary assignment of an employee to a different position or set of duties for a specified period. There is no formal position change. The employee continues to hold their position of record from which detailed and maintains the same status and pay. At the end of the detail, the employee returns to their position of record.

5.2 Employees do not need to meet minimum qualifications in order to be detailed, unless the position has a positive education requirement.

5.3 Details are intended to meet temporary needs of the Agency's work, program, or mission requirements.

5.4 Details to higher-level positions may require competitive procedures (see chapter 3 of this directive).

5.5 Reference NPR 3300.1 for additional Agency procedural requirements regarding details.

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